**Llangynidr Agricultural Show Society**

**Health Safety & Environmental Policy**

**1. Introduction**

* 1. Agricultural shows are a popular event in the UK, attracting millions of visitors each year. However, with so many people and animals on site, there is always the potential for accidents and injuries. That is why it is essential to have a comprehensive health and safety policy in place to protect everyone involved.
	2. In line with the legislative requirements set out within the Health and Safety at Work etc. Act 1974 and the subsequent regulatory obligations, this policy sets out the general approach to health and safety at all agricultural shows organised by The Llangynidr Agricultural Show Society. It covers all aspects of health and safety, from the planning and preparation of the event to the on day running of the show.
	3. Additionally, The Llangynidr Agricultural Show Society recognises potential impacts to the environment associated with operational events. In an effort to curtail these effects, our Charity is committed to implementing a policy that involves taking proactive measures to prevent pollution and conserve resources, while also maintaining quality services to our show visitors. We acknowledge the need for responsible and sustainable environmental management at all levels, and will strive to incorporate good environmental practices into all of our decisions and operations.
1. **Health and safety**
	1. The following principles will be applied to all aspects of health and safety at the agricultural show:
* The prevention of accidents and ill health is always preferable to the cure.
* All accidents and incidents must be reported and recorded.
* All necessary training will be provided to staff and volunteers.
* The environment will be kept safe and clean.
* All equipment will be properly maintained.
1. **Environmental**
	1. The following areas will be considered regarding environmental safety at the agricultural show:
		1. Waste Management
* Animal waste will be collected and disposed of in an environmentally friendly manner.
* Refuge receptacles will be placed throughout the showgrounds and emptied regularly.
	+ 1. Sustainable Practices

The show will also promote sustainable practices by:

* Using recycled materials whenever possible.
* Supporting local farmers and businesses.
* Educating attendees about sustainable agriculture.
1. **Responsibilities**
	1. The following individuals will have specific responsibilities for health and safety at the shows run by the Llangynidr Agricultural Show Society:
* The show organiser will be responsible for overall health and safety.
* LASS Chairman and Event managers will be responsible for implementing the policy and ensuring that all necessary measures are in place.
* All staff and volunteers will be responsible for following the policy and taking care of their own safety and the safety of others.
1. **Specific Measures**
	1. The following specific measures will be taken to ensure the health and safety of all visitors, exhibitors, and staff at agricultural shows:
* Site planning and preparation: The site will be inspected before the show to identify any potential hazards. Any hazards that are identified will be eliminated or controlled.
* Signage: Appropriate signage will be put up to warn of hazards. The signage will be clear and easy to understand.
* First aid: First aid facilities will be provided at the show. The first aid facilities will be staffed by trained first aiders. This provision is not specific to attendees and a Veterinary Surgeon will be on hand to deal with animal emergencies.
* Machinery: Machinery will be properly maintained and operated. Machinery will be inspected regularly to ensure that it is in safe working condition.
* Animals: Animals will be handled safely. Animals will be handled in accordance with the relevant animal welfare legislation.
* Food and drink: Food and drink will be prepared and served in a hygienic manner. Food and drink will be prepared in accordance with the relevant food safety legislation.
1. **Monitoring and Review**
	1. The effectiveness of this policy will be reviewed on a yearly basis. Any necessary changes will be made as a result of the review process.
2. **Conclusion**
	1. The health and safety of all visitors, exhibitors, and staff at agricultural shows is of paramount importance. This policy sets out the general approach to health and safety at all agricultural shows organized by The Llangynidr Agricultural Show Society. By following this policy, we can help to ensure that everyone has a safe and enjoyable experience.

Name:

Signed:

Date:

**Llangynidr Agricultural Show Society**

**Health and Safety process and procedures**

* 1. **Contractor management**
	2. Llangynidr Agricultural Show will make use of Contractors and recognises that additional hazards can arise from these activities. Only professional and appropriately qualified and/or experienced contractors shall be engaged. This work will include but may not be wholly exclusive of;
* General showground work,
* Electrical supply and maintenance
* Catering.
	1. Any contractors employed must have sufficient experienced staff on site to deal with emergencies on show day and to have sufficient insurance cover.
	2. The Show Organiser will advise any contractors that they must observe their legal responsibilities appropriate to their trades and work safe at all times in terms of all work, equipment and in handling and storage.
	3. Where needed, onsite The Safety officer (LASS Chairman) will advise all traders similarly and where any of their activities on the showground give rise to potential hazards, e.g. demonstrations of machinery, overhead electricity cables; they must provide any necessary barriers and or attendants to ensure public safety.
	4. Any operator of fairground or similar equipment which needs safety certification must pass copies to the Show Secretary for record.
	5. When running a horse show, the Chief Horse Steward, will advise all exhibitors of horses that only designated parking and exercise areas and walkways may be used.
	6. When running a livestock show, the Chief Livestock Steward will advise all exhibitors of cattle or sheep as appropriate that the designated unloading areas and pens must be used and that competent adult handlers must be present.
	7. When running a dog show, the Dog Section Secretary will advise all exhibitors that all dogs must be kept on leads unless secured away from the public or under direction of a show steward.
	8. The showground committee will plan the site layout having regard to representations of all interested parties, giving particular attention to the designation of parking, unloading and penning arrangements for livestock to comply with the DEFRA and Sheep/Goat Health Scheme for approved shows, and for parking, exercising and movement of horses. The Show Secretary will be responsible for sending the required plan to DEFRA.
1. **Accident Management**
	1. All personnel must be aware to the possibility of accidents/incidents, where one occurs a quick assessment must be made of the situation and action taken as required.
	2. Where necessary the Show Secretary and appropriate emergency service must be informed without delay. The show aims to protect the public, contain the incident, and minimise the consequence. Gate Stewards must be ready at any time to control incoming or outgoing traffic in order to facilitate speedy evacuation of any casualties from the showground.
	3. In the event of a serious fire or accident all admission to the showground will be stopped, except for the emergency services. Stewards will direct people to safe areas of the showground/Fire Assembly Points, to leave the entrance and exits clear for emergency services. The public address system will be used to communicate instructions and information to the public.
2. **Accident Procedure**
	1. In the event of any accident, the Show Secretary should be informed immediately. The onsite Health & Safety Advisor will provide assistance for investigating the accident and taking all necessary action, in order to comply with the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 as appropriate.
	2. An Accident report book is to be kept at the Show Secretary’s Office. All accidents must be recorded as soon as possible after the incident.
3. **First aid**
	1. First aid is available by contacting any show steward or committee members, or any professional first aider, or by visiting the Show Secretary's Caravan to where a first aider can be summoned.
4. **Fire Precautions & Procedure**
	1. All Stewards must be made aware of the Show’s Fire Precautions & Procedur
	2. Fires and Barbecues
		1. No exhibitor may light a fire for any purpose. All authorised fires must be put out at the time of closing of the showground each day.
		2. The action to take on discovering a fire and raise the alarm.
		3. On discovering a fire, the alarm should be raised by shouting **FIRE** (to alert anyone in the immediate vicinity) and help called for.
		4. Stewards will, if safe to do so, use an appropriate **fire** extinguisher to tackle the **fire**, but only if their exit is clear.
	3. Action to take when a fire alarm is raised.
		1. Stewards should call the Fire Service upon discovery of a fire
		2. Stewards should then alert members of the public and where appropriate, direct them to exits or escape routes.
		3. Evacuate to a place of safety, the marked Assembly Points should be fully achieved
		4. Stewards should know the location and how to use fire fighting equipment.
		5. Stewards should know the location of escape routes and exits, and making sure that they are kept clear and how to open any escape doors, no escape doors should ever be locked while the Show is in progress.
		6. All fire doors must be kept closed.
		7. Stewards should not allow re-entry until advised to do so by the Fire Service.
	4. Smoking (including Vaping)
		1. It is an offence to smoke in enclosed or partly enclosed areas, including buildings, tents or other structures.
		2. Any person smoking in such areas, should be courteously asked to refrain from doing so.
		3. If such person refuses to co-operate, Stewards should seek the assistance of a Chief Steward as soon as possible. Any further non-co-operation should be reported to the Police.
5. **Lost Child/Vulnerable Person Procedure**
	1. When presented with or on finding a lost child/vulnerable person.
	2. Two persons should take the lost child/person concerned to the Show Secretary’s Caravan .
	3. Information must be given to the Secretary/Police giving details of the circumstances in which the child/person was found plus location, time etc.
	4. The child/person should then be cared for, until claimed by parents/guardian.
	5. Under no circumstances should the child/person be relinquished en route to the Show Secretary’s Caravan .
	6. Any claimant should be asked to come to the Show Secretary’s Caravan , so that a positive identification can be completed.
	7. Any Show Official approached by persons seeking a lost child/person, must ensure that they immediately contact the Show Secretary’s Caravan , or the Police on 999 or 101 with particulars and then guide them to the Show Secretary’s Caravan.
	8. The name of the child/person must be kept confidential and not broadcast on the PA system or radio.
6. **Children’s Entertainment**
	1. Entertainment devices must comply with ‘HSG175 Fairgrounds and Amusement Parks – Guidance on Safe Practice’. They must be run by qualified adults, provided with the necessary safety equipment and operated within the designated areas.
	2. Inflatable play equipment must have an up to date ADIP/PIPA (or equivalent) inspection tag/certificate. The Relevant **Documentation should be provided prior to the show and The Llangynidr Agricultural show society reserve the right to audit this documentation at any time.**
7. **Additional comments**
	1. Additional Safety Information on items such as biologically or environmentally hazardous materials., Liquid Petroleum Gas, Electrical equipment and food hygiene can be found on the LASS Risk Assessment documentation. Where this is generated as a result of contractor works the contractors must provide documentation relating to suitable controls.
	2. The Safety Adviser will be on site before and during the show to monitor and assist the implementation of safety requirements and to undertake general liaison.
	3. The need to amend or update the Policy Statement will be considered at show review meetings.